

SEVIS NOTICE

ALL RESPONSIBLE OFFICERS AND ALTERNATE RESPONSIBLE OFFICERS EXCHANGE VISITOR PROGRAM

Redesignation

This is a reminder to Exchange Visitor Program sponsors of your regulatory responsibilities regarding redesignation. In accordance with 22 CFR 62.60(f), failure to apply for redesignation will result in the automatic termination of the sponsor's designation. This regulation states:

"(f) *Failure to apply for redesignation.* Prior to the conclusion of its current designation period, the sponsor is required to apply for redesignation pursuant to the terms and conditions of §62.7. Failure to apply for redesignation will result in the automatic termination of the sponsor's designation. If so terminated, the former sponsor may apply for a new designation, but the program activity will be suspended during the pendency of the application."

Redesignation is on a two-year cycle. Section 502 of the Enhanced Border Security and Visa Entry Reform Act of 2002, Part (b)(1) states. "Periodic Review of Sponsors of Exchange Visitors. Not later than two years after the date of enactment of this Act, and every two years thereafter, the Secretary of State shall conduct a review of the entities designated to sponsor exchange visitor program participants under section 101(a)(15)(J) of the Immigration and Nationality Act (8 U.S.C. 1101(a)(15)(J))."

As a courtesy, sponsors are reminded twice through SEVIS Alerts of the upcoming need to submit a redesignation application, six months and three months prior to expiration of your designation period. The instructions for completing a redesignation request in SEVIS can be found in the User Manual for Exchange Visitor Program Sponsor Users (RO/ARO) of SEVIS: Volume I Forms DS-3036 and DS-3037. Following the submission in SEVIS, a signed and notarized copy of the request (Form DS-3036) must be mailed to the Department. The Manual can be found on our website at:
<http://exchanges.state.gov/education/jexchanges/about/sevis.htm>

The required information (the signed and notarized Form DS-3036 page 3) must be received by the Department of State prior to the expiration of the designation period shown in SEVIS. Failure to meet this regulatory obligation will result in the automatic termination of your designation. The Form must be signed and notarized and mailed to:

Office of Exchange Coordination and Designation
Bureau of Educational and Cultural Affairs
U.S. Department of State
301 4th Street, S.W., Room 734 (SA-44)
Washington, D.C. 20547

Questions should be directed to the appropriate Division within the Office of Exchange Coordination and Designation:

Academic & Government Programs Division: Margaret H. Short, Chief
Telephone: (202) 203-5029
Fax: (202) 453-8640

Private Sector Programs Division: Sally J. Lawrence, Chief
Telephone: (202) 203-5096
Fax: (202) 203-5087

Thank You,

Stanley S. Colvin
Director
Office of Exchange Coordination and Designation
Department of State